



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

JUN 9 2023

No. 516, s. 2023

SEMINAR/WORKSHOP OF SDO ACCOUNTANTS AND BUDGET OFFICERS

To: Schools Division Superintendents

1. There will be a seminar/workshop of Accountants and Budget Officers on June 21-22, 2023, at NEAP Region I Hall, San Vicente, City of San Fernando, La Union.
2. The agenda are as follows:
 - a. Lapsed Notice of Cash Allocation (NCA) as of December 31, 2022, and March 31, 2023
 - b. Status of Maintenance and Other Operating Expenses (MOOE) downloading
 - c. Audit Observation Memorandum (AOM) compliance
 - d. Issues and concerns during Full-Time Delivery Unit (FDU) meeting
 - d.1. Monetization
 - d.2. Terminal Leave Benefits
 - e. Observations on Budget and Financial Accountability Reports (BFARs)
 - f. Reconciliation of Allotments
3. The participants are the following:
 - a. Finance Staff of the Regional Office;
 - b. Regional and SDO Auditors;
 - c. SDO Accountants and Budget Officers; and
 - d. Personnel in charge of Budget Monitoring System (BMS)
4. Please bring your laptop for the workshop.
5. For dissemination and information.

TOLENTINO G. AQUINO
Director IV

Encl.: None
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

Meeting Budget Officers
Accountants

FD/ass/RM_Semiar/WorkshopofAccountantsandBudgetOfficers
FD23014/June 7, 2023



DepEd RO1



F I N 2 3 1 1 2 7



Address: Flores St., Catbangan, City of San Fernando, La Union
Telephone Nos.: (072) 607-8137/682-2324
Email Address: region1@@deped.gov.ph
Website: www.depedro1.com